



750-100-003

**MEMORANDUM**

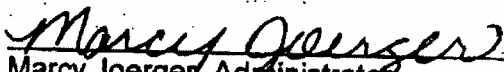
TO: Jim Underwood, Marcy Joerger  
FROM: Becky Smith  
DATE: March 19, 2010  
RE: Emergency Request @ Motor Vehicle Services Building, Dirksen

Attached is an emergency affidavit from the Secretary of State's Office. The SOS is requesting an emergency capital expenditure to replace the roof on the Motor Vehicle Services Building located at 2701 South Dirksen Parkway. The current roof was put on in 1985 and was under warranty until 2000. This facility houses the Secretary of State Driver Services Department, the Secretary of State Department of Information Technology computer center and the Illinois State Police L.E.A.D.S system. Damage to any of these systems would cause loss of irreplaceable records and do considerable financial harm to the State of Illinois.

The roof began experiencing leaks in 2007, but was addressed through the Department of Physical Services roof maintenance contract. In February of this year, freezing and thawing seemed to make the patched areas resume leaking and multiple new leaks appeared above the areas that house the mainframes and L.E.A.D.S system. CDB Professional Services Staff Bill Cornett examined the roof and determined that patching is no longer an option and the roof should be replaced.

The SOS has filed this emergency under the provisions of the administrative rule (44 Ill Admin. Code 1.203b0) as an emergency to prevent loss or damage to State property and to insure the integrity of state records.

The cost to make the emergency repairs is approximately \$1,000,000. The Secretary of State has made a commitment of funding in the amount of \$650,000. The remaining funding will come from CDB's emergency lump sum appropriation.

  
Marcy Joerger, Administrator

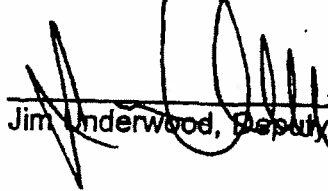
3-19-10  
Date

Emergency Level:

1

2

3

  
Jim Underwood, Deputy Director of Construction

3 22 10  
Date


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# OFFICE OF THE SECRETARY OF STATE

## MEMORANDUM

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TO: Elizabeth Smith  
Capital Development Board

FROM:  Daryl Vermillion, Division Chief  
Division of Planning and Development  
Department of Physical Services

DATE: March 15, 2010

SUBJECT: Emergency Replacement of the Roof System  
Motor Vehicle Services Building  
2701 Dirksen Parkway, Springfield  
Proposal Justification

### Justification for Project:

Over the course of the last several years, the roof of the Motor Vehicle Services Building at 2701 Dirksen Parkway has had intermittent leaks due to the age and condition of this roof system. The current roofing system dates back to 1985 and the warranty for the roof expired in 2000.

This facility, in addition to housing the Secretary of State Driver Services Department, also houses the Secretary of State Department of Information Technology computer center. This includes the Agencies mainframe computer and the Illinois State Police L.E.A.D.S system. These are vital systems and damage to these systems due to leaks would cause loss of irreplaceable records and cause considerable financial harm to the State of Illinois.

Leaks in this roofing system date back prior to 2007, but were managed by the Department of Physical Services roof maintenance contract. However, in late February of 2010, freezing and thawing experienced over a period of two weeks, seemed to worsen the leaks and multiple new leaks appeared in the rooms housing the DoIT mainframe and L.E.A.D.S system for State Police.

On March 04, 2010 Mr. Bill Cornett from CDB's Professional Services Division, at our request, examined the roof conditions and advised that the roof had deteriorated substantially and should be replaced as an emergency project.

Due to these facts we have determined that an emergency replacement of the roof is required. At this time we would like to request that funding be made available on an emergency basis to complete this replacement beginning immediately.

It is our sincere hope that we can correct these problems before they worsen, become even costlier to execute, or cause possible harm to the State's vital records. Our primary goal is to provide a safe and healthy building environment for members of the public, and our employees and to protect vital equipment necessary to provide services to the public. To this end we are asking for this emergency funding.

If additional information is required, please feel free to ask either myself, (524-2151 wk), or Mr. Harl Ray (782-9614 wk or 741-6856 cell).

If I can be of any assistance, please contact me at your earliest convenience.

JDV/hdr



750-100-α

## OFFICE OF THE SECRETARY OF STATE

JESSE WHITE • Secretary of State

March 31, 2008

Mr. Gus Behnke, Chief Fiscal Officer  
The Illinois Capital Development Board  
Third Floor, Stratton Office Building  
Springfield, Illinois 62756

**Re: CDB Project # 750-100-R01  
Replacement of the Roof  
Dirksen Parkway MVS**

**Commitment for additional funds**

Dear Mr. Behnke:

Please consider this letter as our agency's commitment to provide an amount not to exceed \$650,000.00 in additional funds to facilitate the emergency replacement of the roof at the Motor Vehicle Services Facility, 2701 South Dirksen Parkway Springfield.

Please advise the CDB project team that these funds are lapsing funds and must be expended prior to June 15, 2010!

These additional funds will match the Capital Development Boards emergency funding for the project.

If you have any questions or require additional information please contact me at your convenience.

Sincerely,

Amanda Trimmer  
Budget and Fiscal Management  
Secretary of State

AT/jdv

cc: Terri Coombes  
Donna M. Fitts  
Mike Wojcik  
Bob Partridge  
Daryl Vermillion  
File